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Request for City Council Committee Action From the Department of Public Works

Date: December 16, 2003

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Subject: Downtown Circulator Management Committee

Recommendation: Appoint the Downtown Resident and Downtown Business Members of the Downtown Circulator Management Committee.

Previous Directives: City Council action November 21, 2003 authorizing execution of an Agreement with Met Council for operation and management of the Downtown Circulator including creation of a Management Committee.

Prepared by: Robert Morgan, P.E., 673-3610

Approved by: Richard H. Smith, Jr.

Klara A. Fabry, P.E., City Engineer, Director of Public Works

Presenters: Robert Morgan, P.E.

Financial Impact (Check those that apply)

☒ No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)

- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☐ Other financial impact (Explain):

☐ Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information:

The City Council has authorized proper City Officers to execute an Agreement with Met Council for operation and management of the Downtown Circulator. Included in that Agreement is the creation of a Downtown Circulator Management Committee. The Committee consists of the Metro Transit General Manager as Chair, the City Engineer as Vice-Chair, one transportation professional each from Metro Transit and the City appointed by the General Manager and by the City Engineer, and a Downtown resident and Downtown business person, each appointed by the City Council.

The Management Committee should begin meeting soon to properly plan for the beginning of the Downtown Circulator beginning service. This would include promotion, selection of a bus exterior "look", design of Circulator Stop signage, and preparation for beginning Circulator operations. Accordingly, the members of the Committee should be selected now.

cc: Council Member Johnson Lee
Council Member Lisa Goodman
Mike Setzer, Metro Transit General Manager